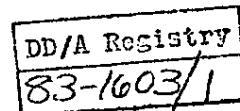




Washington, D.C. 20505



OFFER 83-2980

22 June 1983

Mr. Loren A. Smith, Chairman  
Administrative Conference of  
the United States  
Suite 500  
2120 L Street, N.W.  
Washington, D.C. 20037

Dear Mr. Smith:

This is to confirm telephonic response of this date to your  
8 June 1983 memorandum that I will be representing this Agency  
at the 28 June briefing by Mr. Wright on the President's Management  
Improvement Initiatives--Reform '88. I want to thank you for the  
invitation and look forward to attending this briefing.

Sincerely,



Harry E. Fitzwater  
Deputy Director  
for  
Administration

STAT

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17	SA/IA				
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19	C/IPD/OIS				
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Remarks:

*[Signature]*  
Executive Secretary

*6/9/83*  
Date

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ADMINISTRATIVE CONFERENCE OF THE UNITED STATES

2120 L STREET, N.W. SUITE 500  
WASHINGTON, D.C. 20037  
(202) 254-7020

Registration Registry

83-2980

OFFICE OF  
THE CHAIRMAN

June 8, 1983

TO: HEADS OF INDEPENDENT AGENCIES AND GOVERNMENT  
CORPORATIONS

FROM: Loren A. Smith, Chairman *Loren A. Smith*

SUBJECT: Briefing on the President's Reform '88 Initiatives

The Steering Committee of the Agency Management Information Group, an informal organization sponsored by the Administrative Conference, wishes to invite you and your principal management officer to attend a briefing on the President's Management Improvement Initiatives--Reform '88. The briefing will be given by the Honorable Joseph R. Wright, Jr., Deputy Director of OMB, and will be held in the Amphitheatre of the Federal Home Loan Bank Board, 1700 G Street, NW, from 2:00 p.m. to 3:15 p.m., on Tuesday, June 28th.

These Management Improvement Initiatives are the centerpiece of this Administration's efforts to manage the Federal establishment more efficiently. Mr. Wright will describe the Initiatives, discuss current successes and problems, and answer questions from the floor. Because of space limitations, we are able to extend this invitation only to you and to your principal management officer.

If you wish to attend, please give my office a call and confirm by letter. I look forward to seeing you on the 28th.

DCI  
EXEC  
REG

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